

FINANCE COMMITTEE
PUBLIC MEETING
Judge Welsh Room, Town Hall
Provincetown MA

TUESDAY, MARCH 21, 2017

Members Present: Mark Hatch (MH) Chairman; Scott Valentino (SV) Vice-Chair; Mark Bjorstrom (MB); Mark Del Franco (MD); Kathleen Goodwin (KG).

Absent: Duane Steele; Stan Sirkorski.

Staff: David Gardner (DG), Assistant Town Manager; Josee Young (JY), Finance Director; Mary-Jo Avellar (MJA), Town Moderator.

MH opened the meeting at 6:00pm and read into the record the public notification of today's meeting on the CIP.

1. Public Statements.

None.

2. Member Statements.

None.

3. 2018 Capital Improvement Plan – Discussion of all CIP requests in a public hearing.

JY said per the FY2018 chart, a couple of things had been taken out, and a couple of things changed, between the last draft of the budget books and what has been printed today; e.g., a different funding source had been found for the Town Hall auditorium chairs and the Parking Study was added. DG mentioned that the Library Wall had been removed prior.

Police Station

Concerning the police station, item # 8625, MH noted that next year there was \$10 million; \$5 million for FY2019; \$3 million for FY2020; \$2.7 million for 2021; \$8.7 for 2022, plus vehicle replacements, security upgrades and Winslow water tanks and maintenance, adding up to \$30 million over five years, which, he remarked, is a lot of money.

MD asked how often does the CIP jump from year to year with special projects. DG said that, per the five-year plan, the Town is always making projections and that the first two years of a five-year plan are often front-loaded accordingly; said many things in the CIP are intended for grants and are not expected to be fully funded by the Town, such as the Shank Painter Road or Commercial Street projects.

MH commented that the \$6 million for the Pier allocated a couple of years ago is still lying out there even as FEMA money is expected to be coming in and asked what else might still be out-lying. JY said that data pertaining to authorized or non-issued debt is not handy but can be forthcoming and DG suggested the Pier allocation was probably the only big-ticket item.

SV remarked that the debt service for something like the police station goes out for over 20 or 30 years and that every year it is put off it gets more expensive; that the location of the police facility is more dire; noted the situation in the basement. DG said the \$14 million figure from a few years back was the duel project and included both the new police station and the DPW highway garage.

Rich Waldo, Director of the Department of Public Works, suggested a better way to consider the cost allocation is in square footage and noted that in the past five years the price had increased from about \$530 a sq. ft. to about \$700 a sq. ft. for a new police station, and that these are the target numbers they consider in their budget; said the Wellfleet police project was a renovation as opposed to a new facility and they ran anywhere from \$677 sq. ft. to a high of \$702 per sq. ft. and that the Town's sq. ft. figure is currently coming in at \$705.

MH asked what becomes of the trees at the Jerome Smith/Shank Painter location with the construction of the new police station. Mr. Waldo said they'd be removed and a green-scape designed for that area; said the skate park would most likely be relocated to Motta Field; handed out design plans for review.

SV said the green-way along the parking area looked to be an improvement with an increase of trees relating to the view of the skate park from Rt. 6. Mr. Waldo said the same number of parking spaces would probably be at net-zero, or maybe a loss in two camper spaces, at most.

MB asked Mr. Waldo what he thought might prompt the public not to vote for the new police station. Mr. Waldo referenced an approval in October 2015 for \$39,000 to take a fresh look at new options for alternative sites; said 16 Jerome Smith was the site, out of the six proposed, that was approved for study by the FINCOM, said they were hoping to get support from the public for a mutual location, adding that any of the six sites could be debated for its pros and cons.

MH said he felt the end result would be entirely a monetary issue; said the cost of financing could be substantially higher if there are delays of a year or more. MD said he is a big advocate of moving forward, especially after conducting a site visit of the current police station.

MB asked if there are abutter issues. DG said there may be abutters who are opposed, but didn't know if there be called an abutter problem. Mr. Waldo said they had not received any outspoken opposition to this location as they had with other sites. MH thanked Mr. Waldo for a well-drawn presentation, to which KG concurred and said she felt Jerome Smith was the favored location. Mr. Waldo said there is planned an open house for the public at the current police station scheduled for this coming Saturday from 11am to 2pm.

Chief John Golden said he likens the existing police station to having a plastic fruit appearance; that it always looks kind of okay until you get inside.

SV made a motion to recommend the police station as presented. MB seconded the motion and it passed, 5-0-0; SV, MB, MH, MD, KG.

Police Live Scan Automated Fingerprint Identification System

Chief Golden said currently the PD utilizes paper cards and ink for finger-printing, where after the two sets are sent to a supervisor to be checked, a clerk to be completed, the Administrative Assistant to be mailed, and then from there to the state Police Identification Section as all finger prints in Massachusetts must be sent to the Federal Database; said the cost is \$24,000 which includes the first year of support to interface with the Town's PD computer system and includes captured light and the computer does all the work.

MB asked if this was more in line with the State's operating system, which Chief Golden said it absolutely was and that identifications can be determined without the currently experienced delays.

MD made a motion to recommend as presented. SV seconded the motion and it passed, 5-0-0; MD, SV, MH, MB, KG.

Vehicle Purchases

MH referenced item #4, as it relates to the Town Warrant for two police sedan interceptor vehicles and related costs at \$78, 520. Chief Golden said the PD operates on a 5-year updated vehicle rotation program and that the Ford maker's recommendation is for this time-frame based on the type of mileage and usage incurred in interceptor vehicles; said they will be retiring the last of their two Crown Victoria vehicles this year, with one going to the DPW to replace a 2002 police vehicle they have been using.

SV made a motion to recommend as presented. MB seconded the motion and it passed, 5-0-0; SV, MB, MH, MD, KG.

DPW Management

Mr. Waldo spoke of the requested \$500,000 as \$100,000 allocated over five years for projects and initiatives in that it goes towards facilitating grant money such as the Mass Works grant of \$1.9 million that went to the Commercial Street repaving project.

MB made a motion to recommend as presented. SV seconded the motion and it passed, 5-0-0; MB, SV, MH, MD, KG.

Shank Painter Road Design Phase

Mr. Waldo said Phase II is before the FINCOM today and that the project is a 3-phase approach involving the whole of Shank Painter Rd.; the design is a TIP program (Transportation Improvement Program) wherein the Town pays for the

design and the State pays for the construction, estimated at \$6.2 million over a 5-year funding plan.

MB asked if all went well with last year's design funding. Mr. Waldo said the paperwork is in to start the clock and public outreach will begin to secure the 25% needed to proceed.

MD made a motion to recommend as presented. SV seconded the motion and it passed, 5-0-0; MD, SV, MH, MB, KG.

Pavement Management Project

MH asked how the project was progressing, noted the \$225,000 request allocation. Mr. Waldo said it gets better each year; that they've updated a 5-year plan originally put forth by GHD back in 2012/2013 and they continue to work with the County which gets the best bids and are currently a little shy of their target. MB noted the 5-year plan would result in a \$1.2 million allocation.

MB made a motion to recommend as presented. KG seconded the motion and it passed, 5-0-0; MB, KG, MH, SV, MD.

Bas Relief

MH remarked that this is an expensive item; that the site has been brutalized for many years and will now cost \$750,000 to bring it back, which is necessary for the 2020 celebration.

MB made a motion to recommend as presented. MD seconded the motion and it passed, 5-0-0; MB, MD, MH, SV, KG.

Long Point Dyke Improvement Project

DG said it was the Town's intention to indefinitely postpone and mentioned they would be meeting with the Board of Selectmen on Monday; said the Harbor Committee voted to indefinitely post-pone and that he felt the Shellfish Committee would vote accordingly as there are still some questions and concerns of what the impact will be.

MJA said she was happy to hear it would be indefinitely postponed; said she felt it was the most ill-conceived project since the Breakwater came in, which was supposed to protect the Town from South West winds and it didn't; said in preliminary discussions she's had with George Price of the National Seashore and Rich Delaney of the Coastal Studies Center that they both seemed to be in favor, but said she felt a lot of questions had not been answered by scientists.

MD asked what the 1k proposed was for. DG replied it was to finish the design costs, that the project in total is just under 400k and the Town was in for a 25% contribution; informed MJA that the study was first advanced by a proposal from the Board of Select and the National Seashore, and that the feasibility report was covered by the Army Corp of Engineers, who, MJA said, like to build things.

MH proposed to hold the FINCOM's recommendation.

Street Sidewalk Maintenance and Repair

MH noted the allocation request for \$50,000 for maintenance and repair, which Mr. Waldo said was mostly for minor road repair, sidewalk repair and lighting improvements, to improve handicap accessibility features.

SV made a motion to recommend as presented. KG seconded the motion and it passed, 5-0-0; SV, KG, MH, MB, MD.

Public Works Fleet Replacement

Mr. Waldo noted a 17 or 18-year old front end loader, a critical piece of equipment that is falling apart; second item, he said, is a trash trailer, originally a 2019 or 2020 item but the mechanism inside the pistons of the current model has rotted through; allocation request is for \$270,000.

SV made a motion to recommend as presented; MB seconded the motion and it passed 5-0-0; SV, MB, MH, MD, KG.

Public Work Facility Highway Garage

Mr. Waldo stressed the need to protect their vehicles; a low-cost shell of a building and hope to keep the project around the million dollar finding level; quoted roughly 125k for the design and bidding assistance on the project and said there isn't really a granting source for something like this.

MB noted the entire project as \$4.8 million, which Mr. Waldo said will centralize their whole operations and will be in put forth in subsequent phases; said last year it was not added to the Warrant at Town Meeting.

SV made a motion to approve as presented. MD seconded the motion and it passed, 5-0-0; SV, MD, MH, MB, KG.

Third Phase, DPW Roof Replacement & Repair

Mr. Waldo said the third phase is the rubber roof replacement including all the gable ends over the gym and the entranceway.

SV made a motion to recommend as printed. KG seconded the motion and it passed, 5-0-0; SV, KG, MH, MB, MD.

Parking Funds to the Kiosk

DG said the request was for one new kiosk for the School Street parking Lot.

MB made a motion to recommend as presented. SV seconded the motion and it passed; MB, SV, MH, MD, KG.

MUNIS Payroll Software

JY said it would integrate and make payroll streamlined and not as time-consuming.

MB made a motion to recommend as presented. SV seconded the motion and it passed, 5-0-0; MB, SV, MH, MD, KG.

Fire Department Air Pack Replacement

MH said the Fire Chief had been in to discuss this request and the FINCOM had weighed in previously.

SV made a motion to recommend as presented. MD seconded the motion and it passed, 5-0-0; SV, MD, MH, MB, KG.

Ambulance Equipment

MH referenced an earlier discussion with the Fire Chief pertaining to the power stretcher to help save people's backs, which he said he is strongly in favor of.

KG made a motion to recommend as presented. SV seconded the motion and it passed; KG, SV, MH, MB, MD.

Water Department Upgrades

Mr. Waldo said this was security enhancement for four facilities to keep water flow and storage safe; upgrades are by perimeter or video monitoring, or additional fencing; said there have been complaints about hunters and others wandering into public lands.

MD made a motion to recommend as presented. MB seconded the motion and it passed 5-0-0; MD, MB, MH, SV, KG.

STM Articles

a) MUNIS and Parking Control Revenue Collection.

MH noted the Town has no requisition system to which JY concurred and said the Town has no purchase order system.

SV made a motion to recommend as presented. KG seconded the motion and it passed, 5-0-0; SV,KG, MH, MB, MD.

b) Parking Study Analysis Allocation

SV made a motion to recommend as presented. MB seconded the motion and it passed 5-0-0; SV, MB, MH, MD, KG.

FINCOM Discussion

MD asked if systems upgrades regarding MUNIS is expected to be an ongoing allocation request. JY said the cash module has just been purchased which is key to function and reconciliation as pertains to the payroll system.

SV asked of the inter-departmental billing modules, which JY said are currently manageable and not as important as the other modules; said the next item would be a general billing module in MUNIS in order to have billing gathered in one place.

MB suggested a maintained focus on the five-year plan with various projects, which MH concurred. KG asked of the chances of some five-year plan items that get stalled, which MH is always possible without the Town's vote and support.

4. Any other business that may legally come before the Committee.

MH proposed the next meeting for Monday, March 27, 2017 at 9:00am, which the board agreed on. MH said he would send out an agenda for review.

Maghi Geary, recording secretary in attendance, asked if there was anything the board needed for her submitted minutes and that she would send what she had by next Monday.

MH motioned to adjourn the meeting at 7:11pm.

Respectfully Submitted,
Jody O'Neil